



DEPARTMENT OF FORESTRY AND FIRE PROTECTION
OFFICE OF THE STATE FIRE MARSHAL
State Fire Training Division

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Date: December 30, 2016

Attachment 3

To: Ronny J. Coleman, Chairman
Statewide Training and Education Advisory Committee
c/o State Fire Training

From: Andrew Henning, Supervising Deputy State Fire Marshal

Subject/Agenda Action Item: ARTP Expiration Action Plan

Recommended Actions: Information/Discussion

Background Information:

SFT has been accrediting Accredited Regional Training Programs (ARTP) and Accredited Local Academies (ALA) since the 1990s. ARTP/ALAs are issued an initial accreditation for three years, conditional accreditation for one year, or a reaccreditation for five years. To maintain their accredited status, an ARTP/ALA must evaluate and update its self-assessment report and submit it to SFT. The reaccreditation process is nearly identical to the initial accreditation and requires a site visit, approval from STEAC, and an approval from SBFS for reaccreditation. SFT currently has thirty-nine (39) ARTPs and fifteen (15) ALAs.

Analysis/Summary of Issue:

Eleven (11) ARTPs are currently expired, with some of them not being reaccredited since their initial accreditation in the 1990s. After identifying which ARTPs were expired SFT drafted an action plan to bring the expired ARTPs back into compliance. The plan was vetted through the executive board of the California Fire Technology Directors' Association (CFTDA) at their November 2016 meeting in Fresno.

Plan:

The following plan was implemented in December 2016:

- Expired ARTPs were sent a letter informing them that their status as an ARTP has expired.
- The ARTP can request a temporary accreditation through November 2017. To be granted temporary accreditation, the ARTP must:
 - Send a letter to SFT that acknowledges their expired status, provide an estimated date to submit their application and self-assessment report, and the estimated date for the site visit.
 - The letter must be post marked by January 31, 2017.
 - The site visit must be completed prior to September 1, to ensure that it will be added to the October 2017 STEAC agenda.
- If an ARTP does not request temporary reaccreditation by January 31, 2017 or if they are not reaccredited by the SBFS at the November 2017 meeting, their status as an ARTP will

be revoked in accordance with California Code Of Regulations (CCR) Title 19 and the State Fire Training Procedures Manual.

Status:

As of December 21, 2016:

- Two (2) ARTP have scheduled site visits.
- Four (4) ARTPs have acknowledged the letter and have requested a temporary extension through November 2017.
- SFT is waiting for a response from five (5) expired ARTPs.

Plan to keep ARTP/ALAs in compliance:

- SFT will be proactive in notifying ARTP/ALAs of their upcoming expiration. This will include sending renewal notices approximately 12-18 months prior to the expiration. However, it is ultimately the responsibility of the ARTP/ALA to ensure that their accreditation is current.
- SFT staff is working on Procedure Manual changes that would allow an ARTP/ALA to request a temporary extension of their accreditation. The temporary extension will be similar to Pro Board and IFSAC's temporary extension procedures.
- Two (2) ARTPs are expiring in May 2017. They were sent a renewal notice letter in December 2016, and were offered the same temporary accreditation as the expired ARTPs.
- One (1) ARTP expires in January of 2018 and they were sent a renewal notice letter in December 2016. SFT will now be sending ARTP/ALAs renewal notices 12-18 months prior to expiration.